

CHARTER for the METROLOGY COMMITTEE of the DEPARTMENT OF ENERGY



The purpose of the Metrology Committee is to be a Topical Committee of the Technical Standards Program that ensures integrity of measurements for DOE Programs by:

- 1) Identifying and resolving metrology issues for DOE,
- 2) Spearheading DOE metrology efforts,
- 3) Sharing metrology information, resources, and practices, and
- 4) Promoting and enhancing the role and awareness of metrology in all DOE Programs and Projects.

VALUE STATEMENT

The Metrology Committee will promote a coordinated Metrology Program for DOE; provide a network for sharing information and resources; and encourage high-quality, cost-effective metrology services for DOE Programs.

OBJECTIVES

- 1) Function as the DOE focal point for metrology issues and metrology standards.
- 2) Function as a Preparing Activity in metrology for the DOE Technical Standards Program Office.
- 3) Serve as an advisory group for the development and review of DOE Metrology directives.
- 4) Partner and interface with non-DOE standards bodies.

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Approved by the Committee at the First Annual Meeting, NIST, Gaithersburg, MD; March,

- 5) Maintain a partnership with the National Institute of Standards and Technology.
- 6) Promote DOE-wide "best" metrology practices that are responsive to programmatic needs and objectives..
- Promote that metrology issues are included early in program development and in design reviews.

MEMBERSHIP

Membership in the DOE Metrology Committee is open to all DOE personnel and DOE contractors involved with measurements, standards, and calibration. Ex-officio members will be appointed as needed.

STEERING COMMITTEE

The DOE Metrology committee will be governed by an elected Steering Committee consisting of up to ten members. A secretariat will be selected to coordinate the Steering Committee activities.

SPONSORSHIP

The DOE Metrology Committee, formed in August 1996, is a standing topical standards committee sponsored by the DOE Technical Standards Program. The following principles will govern the operation.

- Openness: Participation in committee standards development processes will be open to all persons who are directly and materially affected by the activity in question.
- 2) <u>Balance of Interests</u>: Any standards development activities undertaken by the committee will be comprised of representatives of all categories of interest that relate to the subject matter.
- 3) <u>Due Process</u>: The committee will ensure that any individual or organization within DOE who believes that an action or inaction of the committee causes unreasonable hardship or potential harm is provided the opportunity to have a fair hearing of his/her concerns.
- 4) Reporting: The Steering Committee will report on Metrology Committee activities to the DOE Technical Standards Program Office on a regular basis.

MEETINGS

The DOE Metrology Committee normally meets once a year. The meeting will normally be

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hosted by a DOE facility.



This Charter was adopted by the DOE Metrology Committee on March 20, 1997.